



Cleared Security Officer

AlliedBarton Security Services is actively recruiting for a Cleared Facility Security Officer for swing shift and dayshift in South San Jose, CA.

JOB SITE LOCATION: San Jose
WAGE: \$13.30 + 0.20/hr.
SHIFT HOURS: Position 1: Thu-Mon 3:00pm-11:00pm
Position 2: Sat-Sun 7:00am-3:00pm

Under limited supervision, Security Officers are responsible for observing and reporting safety and security hazards affecting the personnel and property of AlliedBarton customer sites; and to assist in enforcing the client's safety and security rules and regulations. These responsibilities include but are not limited to:

RESPONSIBILITIES (Major Duties)

- Interacting with a variety of persons including: clients, visitors, public safety officials, employees and the general public
- Enforcing client and company policies and procedures
- Badge Compliance
- Property Movement Compliance
- Regulating and directing traffic, as necessary
- Escorting employees to their vehicles, as requested
- Responding, compiling and reporting all information in regards to theft, alarms, accidents and other incidents that may occur
- Giving breaks to lobby officers and console officers
- Observing and reporting all unusual activity
- Reporting all building utility/ service issues as observed and instructed to facilities
- Notifying, assisting and directing emergency personnel as necessary
- Security access of authorized personnel into building including visitors and their employee sponsors, client employees and / or contractors
- Assisting with access to authorized personnel for secured areas
- Patrolling, inspecting and/ or securing access areas into and onto client's premises, as well as to highly sensitive locations within the buildings
- Operating telephone and radio equipment
- Monitoring Closed Circuit Television (CCTV) and alarm panels for emergency and entrance into buildings
- Preparing all required written reports, including but not limited to: *Daily Activity Reports (DAR's)* and *Incident Reports*

Minimum Requirements:

1. Must be at least 18 years of age or as appropriate to state or contractual obligations.
2. High school diploma or GED, plus at least one verifiable employment; or at least 10 years of verifiable employment history.
3. No criminal convictions as specified under Allied Guidelines.
4. Valid Secret Clearance

If you would like to apply to this position, send your resume immediately to ngcajobs@ng.army.mil and state you are applying for this position, and call The Work for Warriors staff @ 916-854-4426.